

Aaron Guckian
Chairman

Janine L. Burke
Executive Director



Scott Avedisian
Mayor

Warwick Sewer Authority
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BOARD MEETING MINUTES

Thursday, June 18, 2015, 5:30 p.m.
Warwick Sewer Authority Conference Room
125 Arthur W. Devine Boulevard
Warwick, RI 02886

**NOTE: THIS MEETING SUPERSEDES THE JUNE 25, 2015 BOARD MEETING
LISTED ON THE 2015 ANNUAL NOTICE OF MEETINGS**

Board Members present:	Guests:
Aaron Guckian, Chairman	Susan and Marge Dwyer, 55 Honeysuckle
Gary Jarvis, Secretary	Joe Boccadoro, P.E., AECOM
Peter Ginaitt	Dan Rampone, HART Engineering
Steve Sylven, P.E.	J. Matthew Bellisle, P.E., PARE Corporation
Gary P. Marino	
Staff present:	
Janine L. Burke, Executive Director	John Revens, Revens, Revens & St. Pierre
Patrick Doyle, Superintendent	Scott Goodinson, Assistant Superintendent

- 1. Call to Order** At 5:30 p.m. Chairman Guckian called this meeting to order.
- 2. Pledge of Allegiance** Those in attendance rose to salute the flag and state the Pledge of Allegiance.
- 3. Approval of Minutes**
 - a.** Approval of minutes from the regular meeting held May 28, 2015.

ACTION: Mr. Sylven moved approval of the minutes as submitted. Mr. Ginaitt seconded the motion. Chairman Guckian, Messrs. Ginaitt, Sylven, Jarvis and Marino voted in favor of the motion. Motion approved.

4. AWT-Phosphorus Project, Contract No. 91

Joe Boccadoro, P.E. of AECOM and Dan Rampone of Hart Engineering in attendance.

a. Engineer's Progress Report: Mr. Boccadoro reviewed AECOM's submitted progress report for Contract No. 91:

This Progress Report summarizes activity between May 16, 2015 and June 12, 2015 on Contract 91: Phosphorus Removal Upgrade/Flood Control & Mitigation Project, and provides a four week look ahead.

Construction Progress

- ☐ Overall, the project is approximately 53% complete;
- ☐ Continued to provide construction administration services such as reviewing and processing RFIs, shop drawings, change order proposals and contractor applications for payment; and field observation and specialty staff site visits for Building Code compliance;
- ☐ Held twelfth progress meeting on June 5th with Hart and WSA;
- ☐ Phosphorus Building, Levee and Other Work :
 - o Phosphorus Building: masonry work is ongoing; tank tightness testing continues; completed waterproofing and insulation of exterior concrete surfaces and backfilled exterior foundation; initiated installation of mechanical equipment and piping;
 - o Biological Tanks: all mixer work is substantially complete;
 - o Inlet Building: all screen work is substantially complete;
 - o Center Clarifiers: equipment delivered to the site; painting initiated;
 - o Thickened Sludge Pump Station: piping work ongoing;
 - o Levee Work: No progress.

Four Week Look Ahead-Phosphorus Building and Other Work

- ☐ Continue masonry work, equipment and piping installation; complete tank tightness testing;
- ☐ Center Clarifiers: continue painting; initiate installation of equipment;
- ☐ Thickened Sludge Pump Station: continue internal piping work;
- ☐ Utility Building: initiate rotary sludge thickener work pending approval of CO# 11;
- ☐ Next progress meeting scheduled for July 9th.

Four Week Look Ahead-Levee

- ☐ Place final layers of impervious fill and top with loam and seed.

DISCUSSION: Mr. Sylven asked if WSA is using the mixers (in the aeration tank) and the Lakeside unit inlet screen. Director Burke stated both units were operational in May. Mr. Boccadoro stated training and paperwork must be completed on the mixer (inlet screen is complete). The warranty will not go into effect until substantial completion is reached.

No action required.

**b. Change Order No. 10: Fiber Optic Reroute
Hart Engineering Corporation: \$36,827.25**

ACTION: No information provided; no discussion or action.

- c. Change Order No. 11: PCB Removal Work
Hart Engineering Corporation: \$40,100.20

ACTION: Director Burke stated WSA recommends approval of this change order, providing abatement and re-painting of the entire (solids handling) room. Mr. Sylven confirmed with Director Burke that this change order is in addition to the full contract allowance of \$20,000.00 (covering materials disposal and air quality monitoring). Mr. Sylven asked if there is a possibility that additional work will be uncovered. Mr. Boccadoro stated he thinks the lump sum fee is inclusive; the work is well defined. He stated what was not well defined was the extent of disposal (volume of material) and the monitoring effort (length of time).

Mr. Ginaitt asked the engineers to clarify the details of the contract amendments for ease of understanding. Board members discussed with its contractors the environmental assessment and abatement process, and encouraged WSA to review its maintenance program and create a long-term maintenance strategy in terms of facility conditions and environmental hazards.

Mr. Ginaitt moved to approve this change order. Mr. Jarvis seconded the motion. Chairman Guckian, Messrs. Ginaitt, Sylven, Jarvis and Marino voted in favor of the motion. Motion approved.

- d. Change Order No. 14: new frac tank for sludge storage
Hart Engineering Corporation: ~~\$62,000.00~~ **\$61,547.41**

ACTION: Director Burke stated this project has been on the capital improvement list; WSA has incorporated it into this contract while Hart Engineering is mobilized at WSA. She stated the current tank is well beyond its useful life and needs to be replaced. Superintendent Doyle stated he thinks the tank is rotting from the inside out. Mr. Ginaitt asked for a facility map to identify the location of equipment.

Mr. Sylven asked about the disposal of the old frac tank. Superintendent Doyle explained the extensive disassembly of the old equipment, its removal, and the installation of the new equipment. Mr. Sylven inquired about the loader equipment, whether it is already onsite or if it has to be brought in. Mr. Rampone explained the mobilization of the loader equipment for a two-day period for this work.

Mr. Marino moved to accept the change order in the amount of \$61,547.41. Mr. Sylven seconded the motion. Chairman Guckian, Messrs. Ginaitt, Sylven, Jarvis and Marino voted in favor of the motion. Motion approved.

5. Levee Project

a. Engineer's Progress Report: PARE Corporation

DISCUSSION: Progress report provided by Mr. Bellisle of PARE Corporation, project manager for the levee work:

On June 5th PARE engineers met with facility staff and representative from the contractor to discuss the project and schedule. PARE and the contractor walked the site and reviewed specific areas of concern, discussed possible solutions, and reviewed the work completed to date.

PARE engineers reviewed the current permit from RIDOT to facilitate the interface of the north end of the levee with the embankment for Interstate 95. PARE has contacted RIDOT to commence discussions relative to amending the existing permit/

PARE engineers gathered available reports from previous studies and commenced the development of subsurface profiles and embankment profiles to facilitate design

PARE received topographic plans and CAD files from AECOM.

PARE contacted RIDEM to continue previous discussions relative to the revised footprint of the levee.

PARE summarized the problems encountered during installation of the approved fiberglass sheeting floodwall and indicated that the current approach would raise the earthen levee where the sheeting was originally planned to be used. RIDEM was generally agreeable to this approach in light of the problems with the sheeting. PARE discussed the outboard vs. inboard options and RIDEM was generally agreeable with a permit modification if all of the work could be done inboard. If any permanent work is necessary in wetlands or beyond the approved limit of disturbance on the outboard side, RIDEM indicated that a new Insignificant Alteration permit would be needed. While it was agreed that we all would much rather stay away from a Significant Alteration permit, he could not rule out the possibility that such would be necessary. In short, the level of permitting will be heavily dependent on the specific design.

PARE commenced the development of four typical cross sections;

New Levee Construction along the north side

Raising the existing levee with all fill along the inboard (plant) side

Raising the existing levee with inboard fill and a precast T-Wall at critical locations

Raising the existing levee with 'cap' that includes inboard and outboard fill.

PARE obtained a copy of the secant wall design for the southernmost clarifier which is an area of concern.

PARE commenced layout of the levee extension along the northern limits. Currently the alignment can stay within the approved easement from RIDOT, however the administration parking lot and utility pole may be impacted. PARE is continuing design.

Two- Week Look Ahead

Complete geotechnical review and cross section evaluations

Develop and submit Geotechnical Design Basis Report
Commence review of yard drainage impacts
Commence hydraulic evaluation
Continue communications with RIDEM and RIDOT

Mr. Ginaitt asked about the timeline to complete this project. Director Burke stated the schedule allows three months for permitting. Mr. Bellisle stated PARE is fast tracking the design of levee improvements. He stated the contractor may begin earth work possibly in November, until freezing temperatures. He explained that in coordination with WSA's contractor, we may be able to raise the levee in some areas, to gain some measure of protection in preparation for the upcoming wet seasons. He stated we are looking at various options to facilitate moving this forward. Mr. Ginaitt stated we need to plan a mitigation response in the event of an emergency (prior to completion of levee improvements).

Director Burke stated RIDEM representatives have made numerous site visits to the plant and recognize that WSA is a critical facility. Mr. Bellisle stated in their permitting effort they are stressing to the regulators that this is a critical component of the City's infrastructure, and failure has much greater implications than just losing a levee system. He stated they were looking to use the limit of levee design that was already permitted.

6. Operation and Maintenance Division

- a. Purchase Authorization: Sodium hypochlorite system repairs
Hart Engineering Corporation: \$39,200.00

ACTION: Assistant Superintendent Goodinson explained that this request is relative to interior system repairs to the facility's sodium hypochlorite storage/dispensing system used to disinfect effluent before being discharged to the Pawtuxet River. He stated WSA's RIPDES permit hinges on proper disinfection. He stated Hart Engineering will replace the interior piping, fittings, valves and accessories of the dispensing system.

Mr. Ginaitt noted that he would like to see more capital planning to reduce the need for emergency repairs and replacement of equipment.

Mr. Ginaitt moved to approve this purchase. Mr. Sylven seconded the motion. Chairman Guckian, Messrs. Ginaitt, Sylven, Jarvis and Marino voted in favor of the motion. Motion approved.

7. Collection System Division

- a. Influent Sewer Rehabilitation Project, Contract 93:
Brown & Caldwell progress report

DISCUSSION: A written progress report was provided by engineers:

Development of Contract Documents

- *Resolve comments and make final edits to drawings and specifications. The week of June 15 is targeted to complete final edits and furnish bid documents.*
- *WSA finalized Sewer Easement Access Agreement with Plan Way Properties on eastern side of I-95.*

Upcoming activities:

Bidding

- *WSA to place advertisement for bids.*
- *WSA to obtain Prevailing Wage Rates.*
- *Bid Schedule:*
 - *Furnish Bid Documents to WSA June 18*
 - *Advertise week of June 22*
 - *Plans available June 25*
 - *Mandatory Pre-bid Conference 10:00 a.m. July 7*
 - *Bidder Questions accepted until 10:00 a.m. July 13*
 - *Issue addendum (Pre-bid Conference Minutes/Answers to Bidder Questions) July 15*
 - *Bid Opening 10:00 a.m. July 21*

Contract Award

- *Attend bid opening and prepare tabulation of bids.*
- *Evaluate bids and issue "Recommendation to Award" letter prior to Tentative Contract Award and Notice to Proceed at the July 23 WSA Board Meeting.*

Construction Services

- *Provide Office Construction Administration and full time Resident Engineering services under an amendment to the Design Contract*
- *Contractor mobilization is estimated to be 2 to 4 weeks after contract award.*

Director Burke stated Brown & Caldwell expects to have a recommendation for the Board by the July Board meeting. She stated WSA received the RIDOT permit and has the required easement for the project.

Chairman Guckian stated a letter was sent to RIDOT director Peter Alviti asking to meet with him and Director Coit (RIDEM) for a roundtable discussion about priorities. He stated he also suggested Mr. Mesolella and Mr. Marshall of Narragansett Bay Commission participate in the discussion. Chairman Guckian asked for staff to identify bullet points for the roundtable discussion.

Mr. Ginaitt asked if RIDOT has done anything to address their interstate flooding issues. Director Burke stated RIDOT has cleaned out their storm drain adjacent to the WSA facility.

8. Construction Division

- a. Governor Francis Phase III Contract 85B Sewer Project
Gordon Archibald, Inc. progress report

DISCUSSION: Director Burke said we are waiting to acquire the land for the pumping station. Attorney Revens stated he is waiting to hear back from the property owner's attorney.

- b. O'Donnell Hill Contract 69A Sewer Project**
Garofalo & Associates progress report

DISCUSSION: Director Burke reported that she, Mr. Marino and Councilman Gallucci met with engineers Garofalo on this project. She stated the engineers are making progress. She stated a neighborhood meeting is tentatively planned for the end of July.

- c. Bayside Contract 86A-1 Sewer Construction from Tidewater Drive**
pumping station to Mill Cove Bridge
Gordon Archibald, Inc. progress report listed below:

DISCUSSION: Director Burke stated there's been a flurry of activity on this project. She stated (bridge contractor) Cardi Corporation's sewer line construction pricing was too high, so WSA went back to negotiations with D'Ambra Construction and they will do the work within the authorized spending (using Contract CC). She said we are waiting on the Order of Approval from RIDEM, and will seek authorization for loan funding for the construction. She anticipates the sewer project will be complete within the next few months.

Director Burke stated we've scheduled a neighborhood meeting with property owners along Tidewater Drive (as well as property owners subject to the Cesspool Phaseout Act) to advise them of plans to construct sewers on this small leg of Tidewater and also to review the engineer's plans to lay the Tidewater interceptor from the Mill Cove bridge to Arlington Avenue. The meeting will be held June 30, 2015 at Buttonwoods Community Center.

- d. Bayside Contract 86A-2 Tidewater Interceptor**
Gordon Archibald, Inc. progress report listed below:

DISCUSSION: Director Burke stated GRA was working on updated base plans. She said GRA was helpful in notifying property owners of the neighborhood meeting on June 30th. She stated they are working on the construction bid for the archaeological survey work along Tidewater. She stated they have prepared plans and specifications for subsurface exploration.

9. Billing Services Division

a. Sewer Usage Abatement

Name	Service Address	Reason	Amount
Robert Dwyer	55 Honeysuckle Road Plat 306 Lot 363	Adjustment due to water leak. Documentation presented.	\$1,069.88
Jason O'Hare	20 Birch Street Plat 301 Lot 91	Adjustment due to leak from outside faucet. Documentation presented.	\$254.08
Betty Belmore	33 Morgan Avenue Plat 377 Lot 358	Adjustment due to leak from frozen pipes. Documentation presented.	\$1,164.56

ACTION: Susan and Marge Dwyer present. Director Burke explained the staff recommended abatement based on average water usage. She stated water was not returned to WSA for treatment.

Mr. Sylven moved approval of the Dwyer abatement. Mr. Ginaitt seconded the motion. Chairman Guckian, Messrs. Ginaitt, Sylven, Jarvis and Marino voted in favor of the motion. Motion approved. The Dwyers thanked the Board for their consideration.

Mr. Jason O'Hare (20 Birch St., Plat 301 Lot 91) not present. Following review of the account information, Mr. Sylven moved approval of the sewer usage abatement. Mr. Ginaitt seconded the motion. Chairman Guckian, Messrs. Ginaitt, Sylven, Jarvis and Marino voted in favor of the motion. Motion approved.

Ms. Betty Belmore (33 Morgan Ave., Plat 377 Lot 358) not present. Mr. Sylven commented that the Water Department notified the customer of the excessive use of water. Director Burke stated the property owner detailed the events of the incident, and confirmed that the water was not returned to WSA for treatment.

Mr. Ginaitt moved approval of the sewer usage abatement. Mr. Sylven seconded the motion. Chairman Guckian, Messrs. Ginaitt, Sylven, Jarvis and Marino voted in favor of the motion. Motion approved.

10. Administrative Items

- a. Paul Roberts, Homeowner Safety Valve Co., to present a program report on the sewer line protection plan and revenue share

DISCUSSION: Mr. Roberts provided the Board members with up-to-date information on the sewer line protection plan program. Claim data was submitted. Another informational mailing will be sent in the fall.

- b. Director's Report

- i. Financial Report: provided in agenda packets.
- ii. Administrative Schedule

- c. Chairman's Report: see previous comments under Item No. 7a.

11. Consent Agenda – Correspondence

- a. RIAC to WSA regarding assistance during private line break (5-22-15)
- b. WSA response to public comment on FY2016 Proposed Budget (6-2-15)
- c. WSA May 2015 Financial Report to City Council (6-3-15)
- d. Chairman Guckian to RIDOT Alviti on coordination of effort (6-12-15)

ACTION: Mr. Ginaitt moved approval of the consent agenda items. Mr. Jarvis seconded the motion. Chairman Guckian, Messrs. Ginaitt, Sylven, Jarvis and Marino voted in favor of the motion. Motion approved.

12. New Business

Introduction of new business to be docketed for an upcoming meeting or to be referred to the executive director or legal counsel for comment.

No new business presented.

13. Old Business

- a. Modifications to Septage Hauling Regulations
- b. Sewer Assessment Deferment Policy (6-27-13)
- c. Sewer Assessment Deferment: Plat 332 Lot 483 (11-20-13)
- d. Project management for sewer construction (7-24-14)
- e. East Natick I Pumping Station: Flood hardening project (5-28-15)

ACTION: No action required.

14. PUBLIC COMMENT PERIOD No public in attendance.

15. Adjournment

Mr. Sylven moved to adjourn. Mr. Jarvis seconded the motion. Chairman Guckian, Messrs. Ginaitt, Sylven, Jarvis and Marino voted in favor of the motion. Motion approved.

At 6:52 p.m. this meeting ended.

Gary C. Jarvis, WSA Secretary

Date of Approval

“Minutes are recorded pursuant to the Rhode Island General Laws § 42-46-7 for the purpose of capturing all general information relevant to the meeting. For a more comprehensive assessment of minutes, audio files shall be archived with the Warwick Sewer Authority and available upon request.